Review Conference of States Parties to the Convention on Cluster Munitions

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Adoption of the Agenda

Implementation Support Unit 2016 – 2020 work plan and budget

Submitted by the Director of the Implementation Support Unit

Summary

Five year work plan

Main Objective:	To support the States Parties to the Convention on Cluster Munitions (CCM) on the implementation of the Convention during the period 1 January 2016 to 31 December 2020 in accordance with the decision made by the States Parties at the First Review Conference and pursuant to the priorities established by the States Parties through the Dubrovnik Action Plan.
Specific Objectives:	▪ Provide support to all States Parties through the Convention's implementation machinery and office holders, as well as to the Sponsorship Programme and the thematic working groups. ▪ Provide advice and technical support to individual States Parties through the development of a resource base of relevant expertise and practices on the implementation of the Convention. ▪ Prepare for and keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention. ▪ Facilitate communication amongst States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations including efforts to promote universalization and other work of the Convention. ▪ Serve as an interface between the States Parties and the

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	international community on issues related to the implementation of the CCM.
Immediate Tasks:	▪ Recruitment of ISU staff. ▪ Smooth handover of functions and documentation from the interim to the permanent ISU.
Expected Outcomes:	▪ The implementation machinery and office holders have performed their mandate in accordance with the decisions of the States Parties. ▪ That the Meetings of States Parties and other informal meetings are held as required and are organized efficiently and effectively, including the sponsorship programmes to facilitate participation in these meetings. ▪ States Parties have acted and are able to report on their universalization, stockpile destruction, clearance and risk reduction education, victim assistance, international cooperation and assistance, transparency measures and national implementation measures obligations. ▪ Relevant knowledge products, expertise and information related to the Convention have enabled States Parties to carry out their work effectively and efficiently. ▪ The Convention has become more universal.
Budget:	CHF 2,324,771

The Convention on Cluster Munitions

1. The Convention on Cluster Munitions is a humanitarian imperative-driven legal instrument which prohibits all use, production, transfer and stockpiling of cluster munitions. In addition, it establishes a framework for cooperation and assistance to ensure adequate assistance to survivors and their communities, clearance of contaminated areas, risk reduction education and destruction of stockpiles.

2. Adopted on 30 May 2008 in Dublin, Ireland and signed on 3 - 4 December 2008 in Oslo, Norway, the Convention on Cluster Munitions entered into force on 1 August 2010. As of 10 August 2015, a total of 117 States have joined the Convention, as 93 States Parties and 24 signatories.

3. By ratifying or acceding to the Convention on Cluster Munitions, States Parties commit to never use, produce, stockpile or transfer cluster munitions. In addition States Parties commit to destroy existing stockpiles in eight years; clear contaminated land in ten years; assist victims; provide technical, material and financial assistance to other States Parties; undertake transparency measures; adopt national implementation measures and promote universal adherence to the Convention.

The establishment and mandate of the Implementation Support Unit

4. At the Second Meeting of States Parties held in Beirut, Lebanon, States Parties agreed "that an Implementation Support Unit should be established as soon as possible and preferably no later than the Third Meeting of States Parties, hosted by the Geneva

International Centre for Humanitarian Demining and led by a Director" [1]. States acknowledged the need for its creation as a means to coordinate the work of the Convention on Cluster Munitions and future intersessional work. States Parties also defined the Implementation Support Unit's tasks and responsibilities.[2] In September 2013, States Parties mandated the President of the Fourth Meeting of States Parties to conclude an agreement between the States Parties and the Geneva International Centre for Humanitarian Demining (GICHD) on the hosting of the Implementation Support Unit for the Convention.[3] The Fifth Meeting of States Parties directed the President of the Fifth Meeting of States Parties, assisted by the selection panel, to finalize as soon as possible, preferably by March 2015 the recruitment process for the Director of the Implementation Support Unit.[4]

5. On the basis of the various decisions made by the States Parties at their Meetings, the Implementation Support Unit was established in May 2015. In accordance with the Beirut Decision, the Unit is mandated to support States Parties, inter alia, in the following ways:

(a) Assist the President in all aspects of the Presidency, support the Coordinators in their efforts, prepare, support and follow-up from formal and informal meetings of the Convention;

(b) Offer advice and support to States Parties on the implementation of the Convention;

(c) Develop and maintain a resource base of relevant technical expertise and practices and, upon request, provide States Parties with such resources;

(d) Facilitate communication among States Parties and other relevant actors, cooperate and coordinate amongst these and maintain public relations, including efforts to promote the universalization of the Convention;

(e) Keep records of formal and informal meetings under the Convention and other relevant knowledge products, expertise and information pertaining to the implementation of the Convention;

(f) Organize the set-up of a sponsorship programme assisted by the Geneva International Centre for Humanitarian Demining (GICHD) and provide guidance, input and support to the programme.

The priorities of the Implementation Support Unit

6. In fulfilling its mandate the ISU will establish its priorities based on decisions taken at the Meetings of States Parties over the five years prior to and at the First Review Conference and which built on the Vientiane action plan. At the First Review Conference of the Convention, States Parties are expected to adopt the Dubrovnik action plan which seeks to carry forward the aim of ensuring effective implementation of the provisions of the Convention on Cluster Munitions from the First to the Second Review Conference of the Convention.

7. The five-year work plan of the Implementation Support Unit is based on the priorities established by States Parties and other implementation actors to serve as a tool to

[1] Document CCM/MSP/2012/WP.3 para 1 (a).
[2] Document CCM/MSP/2011/WP.9.
[3] Document CCM/MSP/2013/6 para.31.
[4] Document CCM/MSP/2014/6 para. 26.

monitor progress in the execution of the Convention's key result areas. Some of the actions are aimed at ensuring timely implementation of State Party commitments under the Convention particularly given that in the period between the First and Second Review Conferences many States Parties will face their respective legally stipulated deadlines on stockpile destruction and clearance of cluster munition remnants in affected areas.

8. Based on the First Review Conference's decisions, the Implementation Support Unit in 2016-2020 will prioritize support to States Parties directly and through the thematic working groups as provided for by the main thematic areas of the Convention.

Support to the Presidency and the Coordinating Committee

9. The Implementation Support Unit will support the Presidency and Coordinating Committee in their efforts to accomplish the following objectives:

(a) Discharging their mandate to coordinate work associated with and derived from the Convention's formal Meetings of States Parties and other informal meetings;

(b) Effectively leading the work of the Convention by the President and the President-Designate in all aspects of the presidency, including preparing and convening formal and informal meetings, and providing implementation status updates and analysis to support the work of States Parties;

(c) Supporting the host State on the logistical and organizational aspects of meetings of the Convention without prejudice to the outcome of the Review Conference on the future machinery and architecture of the Convention.

(d) Assist the presidency on the annual progress reports without prejudice to the outcome of the discussions at the Review Conference on the future machinery and architecture of the Convention.

Support on universalization

10. The Implementation Support Unit will support the Working Group on Universalization and States Parties in their efforts to fulfil the following objectives:

(a) Increased adherence to and reinforcement of the norms established by the Convention;

(b) Increased number of States Parties to the Convention;

(c) Promotion of the Convention that has resulted in decreased numbers of allegations and confirmed instances of use.

Support on stockpile destruction

11. The Implementation Support Unit will support the Working Group on Stockpile Destruction and States Parties in the implementation of Article 3 through the following actions:

(a) Providing advice and facilitating relevant technical expertise as required by States Parties with Article 3 obligations;

(b) Providing assistance as required on reporting on the implementation of Article 3 implementation;

(c) Facilitating increased information exchange on efficient, cost-effective and environmentally-friendly stockpile destruction methodologies.

Support on clearance and risk reduction education

12. The Implementation Support Unit will support the Working Group on Clearance and Risk Reduction Education and States Parties with Article 4 obligations through the following actions:

(a) Providing relevant information and facilitating the exchange of relevant technical expertise as required by States Parties to assist them in the development of efficient, safe, cost-effective and environmentally-friendly clearance practices;

(b) Facilitating communication pertinent to Article 4 obligations to encourage the achievement of compliance within the stipulated deadlines;

(c) Facilitating increased cooperation between and among relevant stakeholders in the implementation of the Convention.

Support on victim assistance

13. The Implementation Support Unit will support the Working Group on Victim Assistance and States Parties with Article 5 obligations through the following actions:

(a) Providing relevant information and facilitating the exchange of relevant technical expertise as required by States Parties to assist them in improving the quantity and quality of assistance provided to cluster munition victims and other persons with disabilities;

(b) Encouraging increased involvement of victims in policy-making and decision-making processes.

Support on international cooperation and assistance

14. The Implementation Support Unit will support the Working Group on International Cooperation and Assistance and States Parties through the following actions:

(a) Facilitating communication to encourage strengthened partnerships between and among States Parties and other relevant stakeholders in order to accelerate the full implementation of the Convention;

(b) Promoting cooperation and assistance through enhanced information and best practices sharing as well as through technical, financial and expertise exchanges;

(c) Facilitating the exchange of information between States Parties requiring assistance and those in a position to provide it in order to better target scarce resources.

Support on transparency measures

15. The Implementation Support Unit will support the Coordinator on Transparency Measures and States Parties through the following actions:

(a) Encouraging an increased rate and quality of reporting by States Parties by providing technical assistance as required;

(b) Assisting in following up on the submission of initial transparency reports and overdue reports;

(c) Facilitating the exchange of information on the best and most cost-effective reporting practices.

Support on national implementation measures

16. The Implementation Support Unit will support the Coordinator on National Implementation Measures and States Parties through the following actions:

(a) Facilitating communication to encourage an increased rate of Article 9 compliance by States Parties;

(b) Increasing awareness of national actors of Convention obligations under Article 9 resulting in compliant national military doctrine, policies and training.

Communication

17. In addition to acting on the priorities of the States Parties to be taken at the First Review Conference, the Implementation Support Unit will:

(a) Administer and maintain the official website of the Convention and provide information about the Convention;

(b) Facilitate communication among States Parties, and with all relevant other actors, cooperate and coordinate with relevant actors and maintain public relations;

(c) Produce Convention related publications and other promotional materials as necessary.

Assumptions

18. That the Dubrovnik action plan is adopted.

19. That predictable and sustainable funding for the work of the Implementation Support Unit work plan is made available by States Parties without prejudice on the outcome of the discussions on financing of the Implementation Support Unit.

20. That States Parties ensure that the funding level is commensurate to the agreed Implementation Support Unit work plan for the year.

21. That the proposed 5-year work plan is endorsed by States Parties.

22. That the Implementation Support Unit will be fully staffed by the end of 2015.

23. That there will be close collaboration and that all relevant actors (States Parties, the United Nations Office for Disarmament Affairs, International Governmental and Non-governmental organisations and civil society) carry out their roles as expected given the small size of the Implementation Support Unit which requires that all its actions are efficient and cost-effective.

24. That the annual work plans of subsequent years to 2016 will be more detailed and based on assured funding.

Implementation Support Unit 2016 to 2020 budget

Cost	*2016*	*2017*	*2018*	*2019*	*2020*	*Notes*
Salaries	355,011	336,746	345,054	353,362	361,669	The Director and programme specialist working 100 per cent supported by a programme implementation assistant working 50 percent. 2016 costs also include relocation costs for new staff
Social charges	59,751	61,765	63,386	65,000	66,626	At 20 per cent of annual salary includes mandatory accident and travel insurance
Communication	15,000	12,000	10,000	6,000	8,000	Website development, promotional material, publications, consultancies, etc.
Travel	30,000	37,000	37,000	44,000	38,000	Participate in Convention meetings plus staff travel on missions to States Parties. Average of three trips per year in economy class.
Other implementation support costs	12,000	8,000	10,000	7,000	11,000	Consultancies, room rentals, workshops, catering, etc.
Total	471,762	455,511	465,440	475,362	485,295	
Administrative expenses	GICHD In-Kind	GICHD In-Kind	GICHD In-Kind	GICHD In-Kind	GICHD In-Kind	Covers costs such as rent of office, internal control system, administration of sponsorship programme, human resources management, etc.

Budget notes

- Increased activities are anticipated in 2017 as the first Article 3 deadlines approach and in 2020 to facilitate preparations for the Second Review Conference.
- The anticipated three trips per year would include two long and one short economy class tickets for two Implementation Support Unit staff.
- Staff costs for 2016 include relocation costs for one new member of staff recruited externally.
- The Geneva International Centre for Humanitarian Demining in-kind contribution will be dependent, inter alia, on the frequency of meetings held as will be decided by States Parties.